



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

MINUTES

Wednesday, May 17, 2023 at 12:15 p.m.
Human Resources Conference Room – Tahoe Forest Hospital
10121 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER

Meeting was called to order at 12:14 p.m.

2. ROLL CALL

Board of Managers: Harry Weis, Louis Ward, Dr. Jeffrey Dodd

Staff in attendance: Courtney Leslie, Truckee Surgery Center Administrator; Heidi Fedorchak, Truckee Surgery Center Nursing Supervisor;

Absent: Crystal Felix

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the agenda.

4. INPUT – AUDIENCE

No public comment was received.

5. APPROVAL OF MINUTES

5.1. 03/08/2023 Regular Meeting

5.2. 04/03/2023 Special Meeting

ACTION: Motion made by Dr. Jeffrey Dodd, to approve Truckee Surgery Center Board of Manager meeting minutes of March 8, 2023 and April 3, 2023 as presented, seconded by Louis Ward.

AYES: Dodd, Ward, Weis

Abstention: None

NAYS: None

Absent: Felix

6. ITEMS FOR BOARD ACTION

6.1. Amended and Restated Operating Agreement of Truckee Surgery Center, LLC

Truckee Surgery Center (TSC) Board of Managers reviewed proposed changes to the Amended and Restated Operating Agreement of Truckee Surgery Center, LLC. Discussion was held.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve the Amended and Restated Operating Agreement of Truckee Surgery Center, LLC as presented, seconded by Louis Ward.

AYES: Dodd, Ward, Weis

Abstention: None

NAYS: None

Absent: Felix

6.2. Policies with Changes

Truckee Surgery Center Board of Managers reviewed the following policies with proposed changes:

6.2.1. Emergency Operations Plan (EOC-1902)

6.2.2. Quality Assessment & Performance Improvement - QAPI Plan (QA-2002)

6.2.3. Credentialing & Privileging Licensed Independent Practitioners (MS-1903)

Discussion was held.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve items 6.2.1. through 6.2.3. as presented, seconded by Louis Ward.

AYES: Dodd, Ward, Weis

Abstention: None

NAYS: None

Absent: Felix

6.3. High Blood Pressure Discharge Instructions

Truckee Surgery Center Board of Managers reviewed and considered approval of discharge instructions explaining blood pressure. Discussion was held.

Courtney Leslie, TSC Administrator, noted quite frequently patients come in with untreated high blood pressure. Dr. Ricki Alpert also reviewed the discharge instructions.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve High Blood Pressure Discharge Instructions as presented, seconded by Louis Ward.

AYES: Dodd, Ward, Weis

Abstention: None

NAYS: None

Absent: Felix

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

TSC Board of Managers reviewed the following financial reports:

7.1.1. Q3 FY23 Financial Statement

TSC saw a large variance with purchased services and office supplies. TSC saw inflation across all vendors.

Anesthesia machines were not previously budgeted.

Several repairs for the HVAC system and generator which drove up expenses.

Courtney Leslie reached out to District's controller to work on budget for next year.

Chancellor did work to renegotiate some contracts.

CEO and COO discussed Partnership Health Plan. Generally, Medi-Cal has not been advantageous for TSC. When negotiations with Partnership begin, the District may want to look at what they can offer.

7.1.2. Surgical Notes Dashboard

TSC Administrator reviewed the Surgical Notes Dashboard.

April was the busiest month with 52 cases.

Currently, days to bill is at 7 days due to implant invoices. Accounts Receivable Days are up to 75. The billing company believed it is due to old AR.

Board of Managers discussed expanding Urology and ENT services.

7.2. Coding Review Report

TSC Board of Managers reviewed the First Quarter 2023 Coding Review Report from billing company. They come back with few issues.

7.3. Facility/Equipment Update

Truckee Surgery Center Board of Managers received an update on facility and equipment needs.

TSC continued to have ongoing high temperature issues in SPD and OR. Facilities continues to work on improvements.

TSC submitted the following Capital Budget Requests:

- Stryker Tower Upgrade including cameras and scopes (This will expand our services lines to ENT, Urology, and GYN)
- SPD Rigid Containers
- Curtains
- Tourniquet
- Broken Screw Removal set (low priority)

The quote for towers is \$238,000. MD Buyline has a potential \$23,000 discount. The towers lack Epic capability. Dr. Dodd confirmed the current towers in hospital also do not have Epic capability. It would allow TSC to share scopes with hospital. ENT uses scopes for all procedures.

The generator was repaired but Director of Facilities was not happy with Cashman's work.

Open Session recessed at 12:44 p.m.

8. CLOSED SESSION

Closed Session convened at 12:44 p.m.

8.1. Approval of Closed Session Minutes

03/08/2023

Discussion was held on a privileged item.

8.2. Hearing (Health & Safety Code § 32155)

Subject Matter: ACHC Deficiency Assessment Report

Number of items: One (1)

Discussion was held on a privileged item.

8.3. Hearing (Health & Safety Code § 32155)

Subject Matter: First Quarter 2023 Infection Control Data Summary

Number of items: Five (5)

Discussion was held on a privileged item.

8.4. Hearing (Health & Safety Code § 32155)

Subject Matter: First Quarter 2023 Quality Assurance Performance Improvement Data

Number of items: Nine (9)

Discussion was held on a privileged item.

8.5. Hearing (Health & Safety Code § 32155)

Subject Matter: Medical Staff Credentials Report

Discussion was held on a privileged item.

Open Session reconvened at 12:56 p.m.

9. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

Items 8.1. and 8.5. were both approved on 3-0 vote. There was no reportable actions on items 8.2. through 8.4.

10. ITEMS FOR NEXT MEETING

No discussion was held.

11. ADJOURN

Meeting adjourned at 12:57 p.m.